

ELECTRONIC HIPAA LOG

“e-HIPAA Log”

The e-HIPAA Log shall be used to document non-routine disclosures of PHI. In addition, each of the non-routine releases of PHI listed below shall be noted in the appropriate patient/client file and shall be cross referenced to the e-HIPAA Log. The e-HIPAA Log shall be used to document the items listed below.

U	Unauthorized Release	DHR	Release to DHR	ER	Emergency Disclosure
SP	Subpoena/Judicial Process	NSA	National Security Release	J	Jail/Prison Officials
LE	Law Enforcement	P/GO	Release to Protect President/Officials	D	Death Disclosure
REQ	Request to Limit PHI Releases	AMD	Request to Amend/Correct PHI	VIE	Request for Viewing
ACCT	Request for Acct of PHI Releases	PH	Public Health Disease Control		

***This does not include routine disclosures such as releases of records for Treatment, Payment, and Health Care Operations.**

Instructions for accessing the e-HIPAA Log can be found in the document library.